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Council on Aging Minutes 11/15/2001

Regular Meeting of the Council on Aging
November 15, 2001

Members Present: Richard Murray, Hannah Simon, Mildred Hurd, Robert Bowes, Harry McCabe (joined meeting at 7:45 p.m., and Shirley Chapski.

Members Absent: Phil Mercandetti, Mary Dodge and Dottie Nicholas

Others Present: John Jope, COA Executive Director; Patsy Kraemer, Director Human Resources, Town of Arlington, Gloria von Hyeburg, ASA President, Angelo Bergantino, ASA 2nd VP

Quorum Identification/Call to Order: Richard Murray, Chair called the meeting to order at 7:30 p.m. A quorum of 5 was present.

Minutes of the October 18, 2001 Council Meeting: Hannah Simon moved to receive the minutes of the October 18, 2001 meeting, Robert Bowes seconded. After the members present read the minutes, it was MSV to accept the minutes as written.

Public Forum: Angelo Bergantino, ASA, spoke spoke about the grant from the Cambridge Savings Bank for the purchase of a large TV for the Senior Ctr. and thanked the Council for approving additional funding up to \$1000.

FY2003 Budget Discussion: Patsy Kraemer gave an overview of the budget process and the outlook for the coming year. She then distributed copies of the proposed FY2003 budget and spoke about John's requests to move the intake/referral position from part time to full time and for funding for a work/study stipend for Harvard Divinity student intern. John said that if we qualify as a field site, the work/study program would cost us only \$750 to be paid out of the Gift Fund.

Discussion ensued about increasing the present intake/referral employee's hours from part time to full time or hire another part time employee for the position at a \$9028 salary.

Mildred moved to support the request for an additional part time intake/referral employee at a yearly salary of \$9028. Hannah seconded. Motion passed.

Harry moved and Bob seconded that funds be assigned to increase the nurse's hours from 30 to 35 hours/wk.

After discussion, Harry further moved that we request that the geriatric nurse's hours be increased from 30 to 35 with the appropriate funding to follow. Mildred seconded. Motion passed.

Transportation budget: Bids are out. At last month's meeting, it was voted that the Town Counsel review the RFP with respect to client insurance before

it go out for bid. Patsy will write a letter to Town Counsel concerning this directive.

Patsy Kraemer then departed the meeting.

Motion to Reconsider the Minutes: Harry moved to reconsider the October 18, 2001 minutes. Hannah seconded. Harry asked that a correction be made to the paragraph Request for copy of Sevoyan Bequest to COA, line 4, that the words, "with one (Harry McCabe) opposed," be deleted. Harry moved to approve the minutes as amended, Bob Bowes seconded. Motion passed.

New TV for Senior Center: In response to a question about the Cambridge Savings Bank's grant towards the purchase of a large TV for the Senior Center, Angelo Bergantino gave a full explanation of what has occurred to date.

Harry moved that we return to the order of the day.

REPORTS

ASA Representative to the COA: Gloria von Hyeburg said she views the COA and ASA as different organizations but we need to work together and she feels that by doing so we will have one of the best senior centers in the state.

Executive Director's Report:

- Has finalized on the sign, The Arlington Multipurpose Senior Center, is working closely with the Town Paint Shop and it will be erected in the garden on Maple Street.
- Asked for questions on the "Highlights" page. Harry asked for an explanation of item #6 "MCOA Involvement" and the amount of time spent by John on the various committees. John said 7 or 8 hours a month.

Finance Committee:

Richard invited comments on the Financial Highlights Report.

- John pointed out that under the Elder Affairs Account we are running a deficit but are awaiting state funds;
- Under the Transportation Account-- the \$63,000 does not include the \$67,000 block grant money;
- Life Line Subsidy Fund getting low; has contacted Lahey for additional funding;
- Sanborn Grant has given us an additional \$10K for this year and John has requested an additional \$20K;
- The Transportation Subsidy Fund will be combined with Medical Appointment Subsidy Fund;
- Bob spoke on looking into grant submission--ways of funding --outreach to pharmacies, hospitals and supermarkets.

Gift Fund:

Richard reported that the Finance Committee feels comfortable with the measures of expending funds that are in place and John explained that after his expenditure approval, the request for funding goes to three other Town officials for their approval. Harry said that what he hears is that John has the right to appropriate funds from our discretionary account without our approval. Richard said he believes that is correct. Harry said the other approval levels do not have authority to dispense funds out of our Gift Fund.

Richard said he would look into it but the Finance Cte. is OK with this.

Harry said he wished to be recorded as being opposed. Richard: "So noted."

Sevovan Bequest Committee: Harry said he would like to offer his services as the new Chairman of the Committee. Richard appointed him Chairman of the Sevovan Bequest Committee and requested a report from him for the next meeting. Harry said he will call a meeting of the members of the Sevovan Bequest Cte. to set up a time agreeable to all to meet before the next Board meeting.

Long-Range Planning Committee: Hannah reported that a meeting had been held on November 2 but did not have a quorum. Gloria von Hybeburg was also present at that meeting. Hannah reported that Shirley had attended a MCOA workshop on Strategic Planning and is following up on a couple of leads as a result of that workshop. A meeting has been scheduled for Dec 4 at 1 p.m.

Assisted Living/Housing Options Task Force: No report, but Richard will contact Kay Sonnenburg about being our choice to replace Alex Moschella.

Minuteman Senior Services: Mildred discussed the GLBT report (a report for Gay and Lesbian seniors) she brought to the recent ASA meeting for copying and John will copy the report for the council members.

COA Representative to ASA: Mildred said she attended last ASA meeting and reported on discussions concerning selecting films for showing on the new TV, the ASA Christmas Party on Dec 15, and Scrabble games will be taking place on Tues. As COA representative to Minuteman Sr. Services she presented the GLBT Report.

UNFINISHED BUSINESS

RUOK Program still under review. John will follow up on this.

NEW BUSINESS

- Harry moved that we meet on the second Thursday in December instead of on the third Thursday. Richard asked is everyone OK for December 13? Agreed.
- Senior Center Rental Program. Richard said the ASA and others have some issues with the Town renting out the facility and he asked John to come up with some ideas on this. Gloria offered to work with John on getting out a letter to the the proper town contact stressing that renters stay out of ASA space.
- Richard asked the members to think about having some kind of fund financed by the members to send out cards or plants to those of us who are ill.

CORRESPONDENCE

Richard asked for a motion to receive correspondence. Harry so moved, Shirley seconded. All in favor.

- Letter to the Sanborn Foundation.
- Letter from Bedford Veterans Affairs.
- Letter from Alex Moschella.

There being no further business to come before the meeting, it was voted to adjourn.

Adjourned at 9:50 p.m.

Shirley Chapski,
Council Secretary

Date of next Meeting, December 13, 2001 at 7:30 p.m.